

Fire Safety Signs



Guide to installing
fire safety signs



Fitting Fire Escape Signs

What the law says

Currently the law for the installation of fire signage is clearly laid out in the Health and Safety (Safety Signs and Signals) Regulations 1996. In the main this relates to Means of Escape, Fire Action Notices and Fire ID signage. These regulations endorse the relevant parts of British Standard BS 5499 (Safety Signs) to which all Chubb engineers are trained.

The requirement for a building's signage may also be laid out in either their Fire Certificate or Fire Risk Assessment. If this is the case, then it is a legal requirement for that building's signs to duly comply with these documents.



Escape Route Signage - The Golden Rules

Escape route must be obvious

- At least one possible route or doorway leading to an escape route should be visible from any place within every room or enclosure. Where the route is not obvious or confusion could occur, the route should be indicated by a sign.
- Persons escaping along any designated escape route should always have an escape route sign in sight whenever a door or choice of direction has to be made.
- If a doorway or sign is obscured, a second sign should be added. In some cases it may be appropriate to use a suspended sign.

Remove the confusion

- If there is a choice of possible escape routes, the escape route signage system should indicate the shortest travel distance.
- All changes of directions in corridors, stairways and open spaces should be clearly marked with intermediate signs. Each door or junction should be similarly marked.
- Doors which could be confused as an escape route should be clearly marked as to their use e.g. storeroom.
- Final Exit signs – the ones leading directly to a place of safety – should not have an arrow on them (fig. 1). We recommend that the running man on them should also be in the direction the person must go to reach the assembly point.



fig. 1



fig. 2

...and of course, every designated escape route should lead to a place of safety!

When is a Fire Exit an exit?

- An Exit is a doorway or other suitable opening that leads directly to any place of safety. However, Fire Exit and Exit for emergency use only signs should only be positioned by exits that are provided specifically as an alternative means of escape in the event of an evacuation (fig. 2).

Consistent installation

- Where possible, signs should be sited at the same height throughout the escape route.

Don't mix old and new signs

- To avoid confusion, BS 5499-4:2000 recommends that "all signs within a system of escape route signing should be of a similar style, design, size and format". E.g. do not mix European and British Standard signs (fig. 3).



fig. 3

Do

- Wherever possible fix the sign between 2m and 2.5m off the ground when positioned above the door
- Wherever possible, fix the sign between 1.7m and 2m off the ground when affixed to walls
- Affix an **Exit/Fire exit** sign without an arrow on it, if that doorway is the final exit leading to a place of safety.

2.5m

Don't

- Fit a right/left pointing arrow if the occupant has to progress through the door before turning right or left - The arrow should be upward pointing
- Fix signs to doors
- Fix signs where they can be obscured by opening doors
- Fix signs next to other signs containing directional information
- Never use **Fire Exit** and **Exit for emergency use only** signs in close proximity of one another – this could cause confusion.

Understanding the Product Codes

CS2 2001

G L M

G 300 x 100mm

L 450 x 150mm

M 600 x 200mm

- 1 Rigid Plastic
- 2 Self Adhesive Vinyl
- 3 Photoluminescent Rigid Plastic
- 4 Photoluminescent Self Adhesive Vinyl

For example: 'CS2 2001 M' is the product code for a Self Adhesive Vinyl, 600mm x 200mm sign.

A key is displayed in a blue box at the bottom of each page as below.

Final Fire Exit / Exit Signs

CS1 2036 J V	CS1 2057 J V	CS1 2033 J V	CS1 2056 J V
CS2 2036 J V	CS2 2057 J V	CS2 2033 J V	CS2 2056 J V
CS3 2036 J V	CS3 2057 J V	CS3 2033 J V	CS3 2056 J V
CS4 2036 J V	CS4 2057 J V	CS4 2033 J V	CS4 2056 J V

Final **Fire Exit** / **Exit** signs that lead directly to a place of safety.

Arrows

CS1 2001 G L M	CS1 2002 G L M	CS1 2003 G L M	CS1 2004 G L M
CS2 2001 G L M	CS2 2002 G L M	CS2 2003 G L M	CS2 2004 G L M
CS3 2001 G L M	CS3 2002 G L M	CS3 2003 G L M	CS3 2004 G L M
CS4 2001 G L M	CS4 2002 G L M	CS4 2003 G L M	CS4 2004 G L M

CS1 2005 G L M	CS1 2006 G L M	CS1 2007 G L M	CS1 2008 G L M
CS2 2005 G L M	CS2 2006 G L M	CS2 2007 G L M	CS2 2008 G L M
CS3 2005 G L M	CS3 2006 G L M	CS3 2007 G L M	CS3 2008 G L M
CS4 2005 G L M	CS4 2006 G L M	CS4 2007 G L M	CS4 2008 G L M

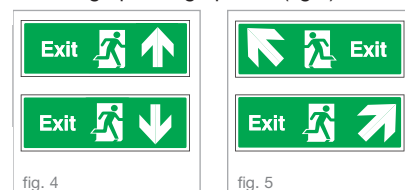
CS1 2009 G L M	CS1 2010 G L M	CS1 2011 G L M	CS1 2012 G L M
CS2 2009 G L M	CS2 2010 G L M	CS2 2011 G L M	CS2 2012 G L M
CS3 2009 G L M	CS3 2010 G L M	CS3 2011 G L M	CS3 2012 G L M
CS4 2009 G L M	CS4 2010 G L M	CS4 2011 G L M	CS4 2012 G L M

CS1 2013 G L M	CS1 2014 G L M	CS1 2015 G L M	CS1 2016 G L M
CS2 2013 G L M	CS2 2014 G L M	CS2 2015 G L M	CS2 2016 G L M
CS3 2013 G L M	CS3 2014 G L M	CS3 2015 G L M	CS3 2016 G L M
CS4 2013 G L M	CS4 2014 G L M	CS4 2015 G L M	CS4 2016 G L M

As with road signs, an upward arrow means progress forward. It can also mean progress forward and through or forward and up from here. (fig 4)

A downward arrow should only be used if the occupant is required to progress down from here. This may be suspended at the head of stairs or ramp, or at a change in floor level. (fig 4)

In a large open plan office, if the occupant has to go from the near right hand corner to the far left hand corner, use a sign pointing up/left. (fig 5)



Product Code Guide

G = 300 x 100mm **L** = 450 x 150mm **M** = 600 x 200mm

CS3 2013

G L M

1 Rigid Plastic

2 Self Adhesive Vinyl

3 Photoluminescent Rigid Plastic

4 Photoluminescent Self Adhesive

Things to keep in mind

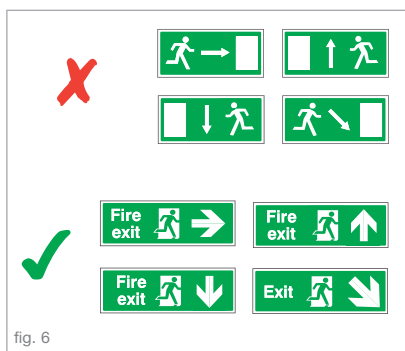


fig. 6



fig. 7

Viewing distances	Exit /Fire Exit Sign
Up to 12.7 metres	300mm x 100mm
Up to 20.4 metres	450mm x 150mm
Up to 25.5 metres	600mm x 200mm

Change to Supplementary Text guidance

Supplementary text helps the building's occupants to differentiate normal exit routes from those intended for emergency use only. As such, supplementary text assists in the obligation, as 5499-4:2000 states:

"Every escape route sign should incorporate, or be accompanied by, supplementary text...(to) help to ensure that the meaning of the graphical symbol is fully understood and may convey additional information."

This part of the standard applies only to newly installed signs and is not retrospective.

Green vs White

The white running man is preferred for photoluminescent and illuminated signs whilst the green running man is preferred for non-illuminated signs.

Viewing distances

The viewing distances of signs is the maximum distance from which the sign has to be comprehensible. When calculating size, it should be from the perspective of someone using that primary escape route.

Note, the viewing distance is calculated by the height of the graphical symbol, not the overall height of the signboard itself.

<p>CS1 2087 G L CS2 2087 G L CS3 2087 G L CS4 2087 G L</p>	<p>CS1 2089 G L CS2 2089 G L CS3 2089 G L CS4 2089 G L</p>	<p>CS1 2091 G L CS2 2091 G L CS3 2091 G L CS4 2091 G L</p>
<p>CS1 2094 G L CS2 2094 G L CS3 2094 G L CS4 2094 G L</p>	<p>CS1 2093 G L CS2 2093 G L CS3 2093 G L CS4 2093 G L</p>	<p>CS1 2098 G L CS2 2098 G L CS3 2098 G L CS4 2098 G L</p>
<p>CS1 1430 E H CS2 1430 E H CS3 1430 E H CS4 1430 E H</p>	<p>CS1 2085 H CS2 2085 H CS3 2085 H CS4 2085 H</p>	<p>CS1 2095 H CS2 2095 H CS3 2095 H CS4 2095 H</p>
		<p>CS1 2096 H CS2 2096 H CS3 2096 H CS4 2096 H</p>

Remembering the building's disabled occupants

As part of your fire risk assessment, if it is recognised that in the event of a building evacuation there are disabled members of staff or the public who may not be able to escape via the existing means of escape, a refuge point should be clearly identified. This refuge point should be conspicuously signed for these individuals to find.

Under BS 5588-8:1999 (Code of Practice for Means of Escape for Disabled People), if the refuge is in a lobby or stairway, it is essential that the **Refuge point - Keep clear** sign is used.

Product Code Guide	
G = 300x100mm	L = 450 x 150mm
1 Rigid Plastic	
2 Self Adhesive Vinyl	
3 Photoluminescent Rigid Plastic	
4 Photoluminescent Self Adhesive	

Essential Fire Signs



CS1 1610 **B**
CS2 1610 **B**
CS3 1610 **B**
CS4 1610 **B**



CS5 1639
CS5 1640
CS5 1642
CS5 1643



fig. 8

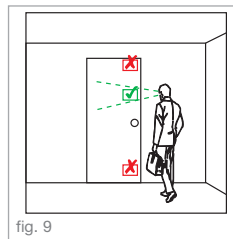


fig. 9

Fire Doors

Good fire safety management requires that all escape routes are kept unobstructed and are accessible at all times. To this end, all fire doors should have a **Fire door keep shut** notice on either side of them. A supplementary strip sign can also be used on the edge of the fire door to reinforce this message when the fire door is in breach of this requirement.

Every Chubb Dorgard is supplied with a sign (fig. 8) which should be fitted in place of the standard **Fire door keep shut** sign.

All fire door signs should be positioned at eye level. (fig. 9)

CS1 2045 G L CS2 2045 G L CS3 2045 G L CS4 2045 G L	CS1 2046 G L CS2 2046 G L CS3 2046 G L CS4 2046 G L	CS1 2047 G L CS2 2047 G L CS3 2047 G L CS4 2047 G L	CS1 2048 G L CS2 2048 G L CS3 2048 G L CS4 2048 G L
CS1 2049 G L CS2 2049 G L CS3 2049 G L CS4 2049 G L	CS1 2050 G L CS2 2050 G L CS3 2050 G L CS4 2050 G L	CS1 2052 G L CS2 2052 G L CS3 2052 G L CS4 2052 G L	CS1 2051 G L CS2 2051 G L CS3 2051 G L CS4 2051 G L

Open Door Instructions

As some fire doors are never used except in the event of an emergency - and often locked - the following signs should be fitted to clearly explain how they are opened.



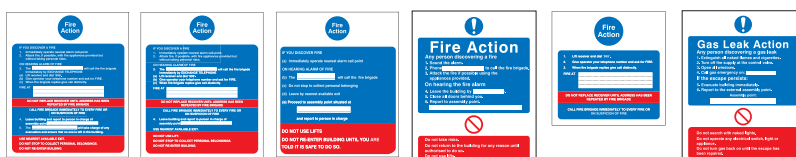
CS1 2062 **G L**
CS2 2062 **G L**
CS3 2062 **G L**
CS4 2062 **G L**



CS1 1606 **B F**
CS2 1606 **B F**
CS3 1606 **B F**
CS4 1606 **B F**

Keep Clear

Subject to your risk assessment, it may be identified that a fire exit door, perhaps the final exit door leading to a car park or storage yard, could become blocked or obstructed. It may be relevant to include a **Fire exit keep clear** sign here.



CS1 1401 **E H** CS1 1402 **E H** CS1 1403 **E H** CS1 1423 **E H** CS1 1406 **F** CS1 1431 **E H**
CS2 1401 **E H** CS2 1402 **E H** CS2 1403 **E H** CS2 1423 **E H** CS2 1406 **F** CS2 1431 **E H**
CS3 1401 **E H** CS3 1402 **E H** CS3 1403 **E H** CS3 1423 **E H** CS3 1431 **E H**
CS4 1401 **E H** CS4 1402 **E H** CS4 1403 **E H** CS4 1423 **E H** CS4 1431 **E H**

Fire Action notice

It is important that occupants of a building know what to do in the event of a fire. Fire action notices positioned at every fire alarm call point will provide occupants with a constant reminder of the procedures to be followed.

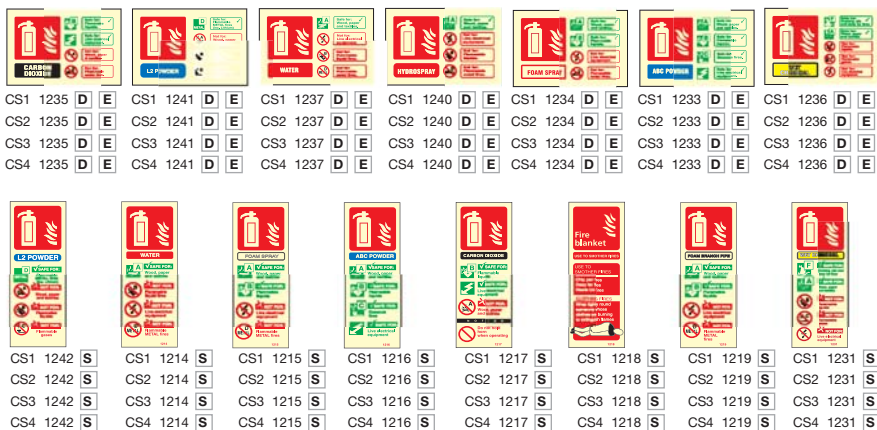
Product Code Guide

N = 400 x 400mm F = 200 x 200mm

- 1 Rigid Plastic
- 2 Self Adhesive Vinyl
- 3 Photoluminescent Rigid Plastic
- 4 Photoluminescent Self Adhesive

CS2 1606 **N F**

Fire Equipment Location Signs



Fire ID and Location Signs

BS 5499-1 recommends installing a sign



featuring this symbol (fig.10) to help identify the location of a fire extinguisher if it is not readily seen. Chubb Fire has designed a sign with supplementary information

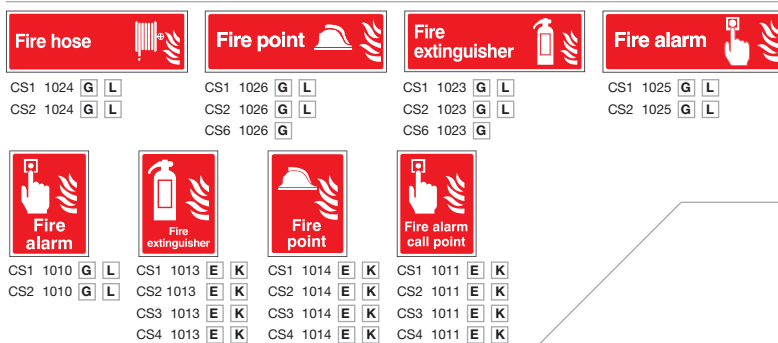
to identify the type of extinguisher installed and what it is suitable for. Under a fire risk assessment of a premises, it is important to identify both the location and the type of fire extinguisher required. An identification sign suitably positioned by the extinguisher will provide a constant reminder of the type of extinguisher and types of fire it can be used on.



Note: Photoluminescent signs are also available in this range.

Projecting Signs

If for any reason, fire fighting equipment is placed in a position that is hidden from direct view, a projecting sign should be fitted at eye level to aid its location (fig.11).



CS1 1239 S
 CS2 1239 S

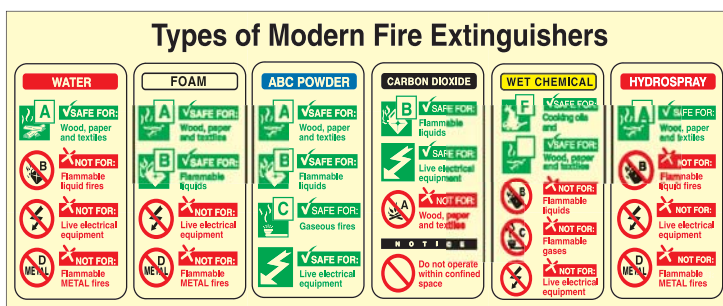


Additional standard signs

Likewise, if office furniture prevents fire equipment or signs from being seen, additional standard signs should be used.

Missing fire extinguisher sign

Extinguisher missing signs sit behind extinguishers to highlight to the owner if an extinguisher has been removed. This is particularly appropriate in premises where there is a history of extinguishers being removed.



CS1 1226 L
 CS2 1226 L
 CS3 1226 L
 CS4 1226 L

Fire Extinguisher Notice

There is a duty on businesses to educate staff on the different extinguisher types in use in that building. The types of modern fire extinguishers should be displayed on a communal notice board.

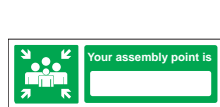
Product Code Guide

S = 200x75mm

- 1 Rigid Plastic
- 2 Self Adhesive Vinyl
- 3 Photoluminescent Rigid Plastic
- 4 Photoluminescent Self Adhesive

CS1 1217 S

Essential Safety Signs



CS5 2121



CS1 2054 H Q
CS2 2054 H Q
CS6 2054 H Q



CS1 2055 H Q
CS2 2055 H Q
CS6 2055 H Q

Assembly Point Signs

All staff need to be accounted for after an evacuation. A designated assembly point will assist managers / fire wardens in checking quickly and efficiently all staff and visitors have escaped.

Beyond Fire Signs



CS5 6110 CS5 6109 CS5 6108 CS5 6105 CS5 6101 CS5 6151 CS5 6173



CS5 6106 CS5 6102 CS5 6113 CS5 6135 CS5 6134 CS5 6177 CS5 6137 CS5 6138 CS5 6139 CS5 6140

Braille and Tactile

Under the Disability Discrimination Act you need to make 'reasonable adjustments' for the disabled. For the UK's 2 million blind and partially sighted population, this should include upgrading information signage with braille and tactile signage. These requirements came into effect on 1st October 2004.



CS1 6002 H CS2 6002 H CS1 6004 H CS2 6004 H CS1 6022 K CS5 6021

First Aid

All First Aid kits should be clearly marked so they can be found in an emergency. Signs relating to treating burns and emergency resuscitation may also prove useful.



CS5 8112

Health and Safety Law Notice

Under the Health and Safety for Employees Regulations 1989 all organisations have a duty to make staff and visitors aware of the Health and Safety provisions for that building. This sign should be shown in communal areas.



CS1 4480 E K
CS2 4480 E K

Explosive Atmospheres

Under the DSEAR Regulations 2002 the entrance to potentially explosive atmospheres needs to be signed eg. petrol, varnish, solvents, paints.

CS1 6502 G M
CS2 6502 G M



Compressed Air

To warn of the life risk posed by compressed air, all garages should warn of this hazard.



CS2 4285 A



CS2 4288 A



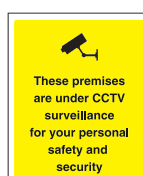
CS2 6007 A

Water

Hot taps that could exceed 41°C should warn of the dangers; likewise, any non-drinking water taps should also be marked up accordingly. In particular hotels and catering environments should be considered.



CS1 1700 H K
CS2 1700 H K
CS6 1700 H K

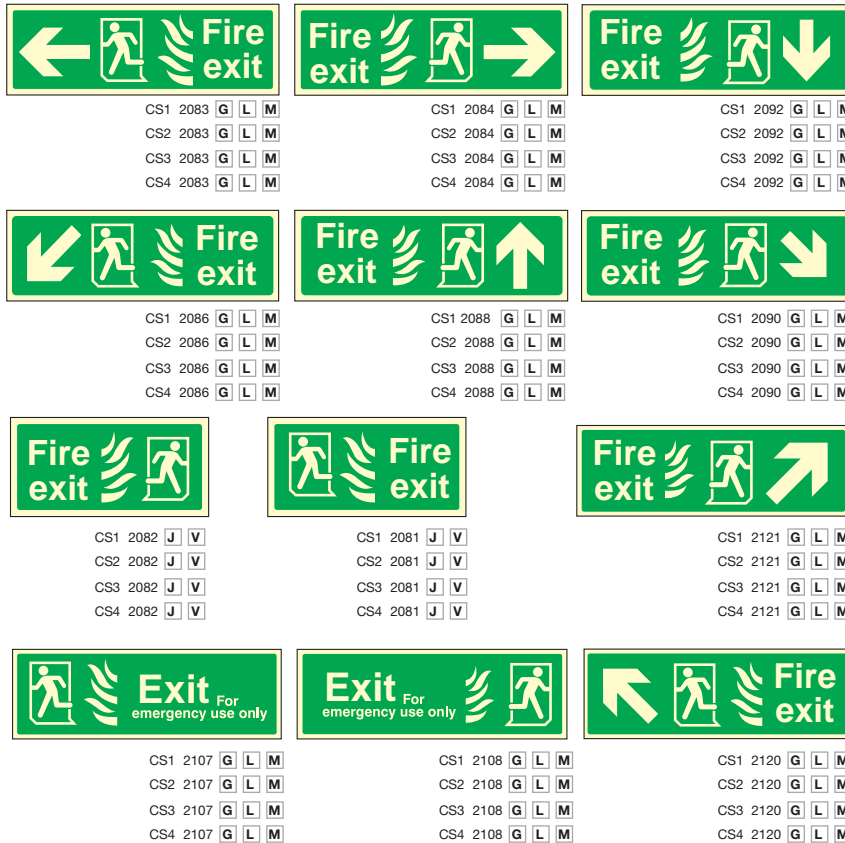


CS1 1711 H K
CS2 1711 H K
CS6 1711 H K

CCTV

Under the Data Protection Act 1998 this sign should be positioned at eye level wherever a CCTV camera is in use.

Health Services & Hospitals



In accordance with the Hospital Technical Memorandum 65 - Signs Guide 2, escape signage within hospital environments should show flames in addition to the running man, directional arrow and supporting text. This is because under test conditions, the flames have been proven to enhance the message.



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